



MAYOR WAYNE J. HALL SR.
Chairman

LUIS FIGUEROA
Vice-Chairman

KERIA L. BLUE
Member

GLADYS E. RIVERA
Member

JOYCE M. SHACKLEY
Member

DANIELLE T. OGLESBY
Commissioner

Regular Board Meeting Minutes
October 18, 2016 at 6:00 p.m. – Tuesday
99 Nichols Court
Hempstead, NY 11550

- 1. Call to Order: 6:00 p.m.**
- 2. Roll Call**
 - a. Chairman Wayne Hall Sr. - Excused
 - b. Vice Chairman Luis Figueroa - Present
 - c. Board Member Keria L. Blue – Present
 - d. Board Member Gladys E. Rivera – Present
 - e. Board Member Joyce M. Shackley - Present
- 3. Approval of the Meeting Minutes of August 30, 2016**
 - a. Moved by: Board Member Keria Blue
 - b. Seconded by: Board Member Gladys Rivera
 - c. Ayes: Vice Chairman Figueroa, Board Member Blue, Board Member, Rivera, Board Member Shackley
 - d. Nays: None
 - e. Excused: Chairman Hall
- 4. Commissioner's Report**
- 5. New Business:**
 - a. Resolution authorizing the Inc. Village of Hempstead Community Development to adopt the Accounting, Audit and Financial Management Policies.**
 - i. Moved by: Board Member Gladys Rivera
 - ii. Seconded by: Board Member Joyce Shackley
 - iii. Ayes: Vice Chairman Figueroa, Board Member Blue, Board Member Rivera, Board Member Shackley
 - iv. Nays: None
 - v. Excused: Chairman Hall
 - b. Resolution authorizing the Inc. Village of Hempstead Community Development Agency to adopt the Code of Ethics.**
 - i. Moved by: Board Member Joyce Shackley
 - ii. Seconded by: Board Member Gladys Rivera
 - iii. Ayes: Vice Chairman Figueroa, Board Member Blue, Board Member Rivera, Board Member Shackley
 - iv. Nays: None
 - v. Excused: Chairman Hall



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c. Resolution authorizing the Inc. Village of Hempstead Community Development Agency to adopt the Whistleblower Policy.

- i. Moved by: Board Member Keria Blue
- ii. Seconded by: Board Member Joyce Shackley
- iii. Ayes: Vice Chairman Figueroa, Board Member Blue, Board Member Rivera, Board Member Shackley
- iv. Nays: None
- v. Excused: Chairman Hall

iii) Motion to close: 6:10 p.m

- a. Moved by: Board Member Gladys Rivera
- b. Seconded by: Board Member Keria Blue
- c. Ayes: Vice Chairman Figueroa, Board Member Blue, Board Member Rivera, Board Member Shackley
- d. Nays: None
- e. Excused: Chairman Hall



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Inc. Village of Hempstead Community Development Agency

Commissioner's Report

October 18, 2016

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Policies

The CDA Governance Committee reviewed the following policies to recommend for approval by the Board:

Code of Ethics

Whistleblower Policy

Accounting, Audit and Financial Management Policies

CDBG

The 42nd year of CDBG funding began on September 1st. CDA anticipates receiving our signed contract from Nassau County in December. CDA will notify all programs that are funded under the 42nd contract year once the contract has been signed by Nassau County.

Residential Rehabilitation

CDA recently completed a residential rehabilitation project on Holley Avenue. Roof repair work was performed and windows and gutters were replaced. There is currently a waiting list for this program, however it is offered to senior residents who are Hempstead Village residents that meet certain requirements outlined on the application. The application can be found on the CDA website.

Main St.

The Main Street Beautification and Pedestrian Access Enhancement Project construction has been advertised. The Village received four proposals. This project will provide new sidewalks and other pedestrian improvements on Main Street from Front Street to Centre Street. CDA will be performing community outreach to business owners to inform them about the project goals and construction schedule once the contractor has been selected.

Local Initiatives Support Corporation "Zombie" and Vacant Properties Remediation and Prevention Initiative Grant

CDA filed a Joint Application for a grant on behalf of the Inc. Village of Hempstead in coordination with the Town of Hempstead. The Village of Hempstead was awarded \$50,000.

Funding will be used to update, expand and coordinate training of new software tracking system between departments. The Village of Hempstead has acquired software that accurately tracks information to create an integrated system to manage documents Village-wide. This software can electronically access, manage and archive applications, inspections, permits, and photos. Village records can be scanned to access detailed parcel

VILLAGE OF HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY

50 CLINTON STREET Suite 504
HEMPSTEAD, NEW YORK 11550
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information, parcel assessment, permits, violations and code enforcement, and additional information needed for our Building Department, Code Enforcers, Planning Board, Zoning Board, Village Clerks Office, Police Department, Legal Department, Fire Department, Assessment Department, Tax Department, and Water Department.

This system would integrate necessary departmental information and assist village departments to work more efficiently while conserving resources. To implement this tracking system the Building Department, including the code enforcers, require training to operate the new software, create forms to gather necessary information and staff to scan existing records to input into the system. This integrated system can be used to identify and map properties at risk for foreclosure and connect those homeowners to local housing quality improvement programs.

The next CDA Board meeting is scheduled for November 15, 2016 at 6 PM in the Village Board Room.

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